WHAT IS CLAIMED IS:

1. A print controlling apparatus capable of instructing fold designation for outputting a print paper in a condition that the paper is folded into a predetermined form to a printing device, comprising:

input means for inputting information representing presence/absence of the fold designation by an operator;

producing means for producing print data by adding additional information to information to be printed; and

control means for controlling a print position of the additional information on a print image corresponding to the print data produced by said producing means, on the basis of the presence/absence of the fold designation inputted by said input means.

2. A print controlling apparatus according to claim 1, wherein the predetermined form is Z-fold.

3. A print controlling apparatus according to claim 1, wherein the additional information is either header information or footor information.

4. A print controlling apparatus according to claim 1, wherein the additional information is either date information or page information.

5.   A print controlling apparatus according to claim 2, wherein control means controls the print position of the additional information on the print image in such a manner that the additional information can visually recognized in a condition that the paper is folded, when the fold designation is present.

6.   A print controlling apparatus according to claim 5, wherein control means controls the print position of the additional information on the print image in such a manner that the additional information can visually recognized also in a condition that the paper is not folded, when the fold designation is present.

7.   A print controlling apparatus according to claim 1, further comprising position selecting means for selecting the position of the additional information on the print image among a plurality of predetermined positions by the operator, and wherein said control means controls the print position of the additional information on the print image, on the basis of the position selected by said position selecting means.

8.   A print controlling method capable of instructing fold designation for outputting a print

paper in a condition that the paper is folded into a predetermined form to a printing device, comprising:

an input step for inputting information representing presence/absence of the fold designation by an operator;

a producing step for producing print data by adding additional information to information to be printed; and

a control step for controlling a print position of the additional information on a print image corresponding to the print data produced by said producing means, on the basis of the presence/absence of the fold designation inputted by said input means.

9. A print controlling method according to claim 8, wherein the predetermined form is Z-fold.

10. A print controlling method according to claim 8, wherein the additional information is either header information or footor information.

11. A print controlling method according to claim 8, wherein the additional information is either date information or page information.

12. A print controlling method according to claim 9, wherein control step controls the print position of

the additional information on the print image in such a manner that the additional information can visually recognized in a condition that the paper is folded, when the fold designation is present.

13. A print controlling method according to claim 12, wherein control step controls the print position of the additional information on the print image in such a manner that the additional information can visually recognized also in a condition that the paper is not folded, when the fold designation is present.

14. A print controlling method according to claim 8, further comprising a position selecting step for selecting the position of the additional information on the print image among a plurality of predetermined positions by the operator, and wherein said control step controls the print position of the additional information on the print image, on the basis of the position selected by said position selecting step.

15. A computer program executed by a computer of an information processing apparatus which can effect communication with a printing device and capable of instructing fold designation for outputting a print paper in a condition that the paper is folded into a predetermined form to said printing device, comprising:

an input step for inputting information
representing presence/absence of the fold designation
by an operator;

a producing step for producing print data by
5   adding additional information to information to be
printed; and

a control step for controlling a print position of
the additional information on a print image
corresponding to the print data produced by said
10   producing means, on the basis of the presence/absence
of the fold designation inputted by said input means.

16. A computer program according to claim 15,
wherein the predetermined form is Z-fold.
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17. A computer program according to claim 15,
wherein the additional information is either header
information or footor information.

20   18. A computer program according to claim 15,
wherein the additional information is either date
information or page information.

19. A computer program according to claim 16,
25   wherein said control step controls the print position
of the additional information on the print image in
such a manner that the additional information can

visually recognized in a condition that the paper is folded, when the fold designation is present.

20. A computer program according to claim 19, wherein said control step controls the print position of the additional information on the print image in such a manner that the additional information can visually recognized also in a condition that the paper is not folded, when the fold designation is present.

21. A computer program according to claim 16, further comprising a position selecting step for selecting the position of the additional information on the print image among a plurality of predetermined positions by the operator, and wherein said control step controls the print position of the additional information on the print image, on the basis of the position selected by said position selecting step.

22. A recording medium wherein:
said recording medium stores the computer program according to claim 15 and can be read by said computer.